

# MICHIGAN DEPARTMENT OF EDUCATION

## SUPPLEMENTAL EDUCATIONAL SERVICE PROVIDER APPLICATION

**INSTRUCTIONS:** Pages 1 and 2 of this application should be completed using this electronic document. The narrative should be created using a separate document. Mail or deliver the original and three copies of the complete application, including the signed assurances, narrative, and attachments to: Office of School Improvement, Michigan Department of Education, PO Box 30008, Lansing, MI 48909. Also, email the completed pages 1 and 2 of this application as an attachment to [VrettasA@michigan.gov](mailto:VrettasA@michigan.gov).

### CHECK THE APPROPRIATE BOX:

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> For Profit Company   | <input type="checkbox"/> Local School District        | <input type="checkbox"/> Community-Based Organization |
| <input type="checkbox"/> Non-Profit Organization         | <input type="checkbox"/> Public School Academy        | <input type="checkbox"/> Private School               |
| <input type="checkbox"/> Institution of Higher Education | <input type="checkbox"/> Intermediate School District | <input type="checkbox"/> Faith-Based Organization     |

### Section 1: Provider Identification

Name of Entity Accelerate to Success

Name of Director Tracy Smith

Address 9000 E. Jefferson #25-9 City Detroit State MI Zip 48214

Phone 313-331-1570 Fax \_\_\_\_\_ Email msequence@aol.com

Proposed Location of Services (if different from above):

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

If different from Director:

Name of Contact Person Christopher Rutherford

Address 9000 E. Jefferson #25-9 City Detroit State MI Zip 48214

Phone 313-930-1053 Fax \_\_\_\_\_ Email carutherford@hotmail.com

### Section 2: Provider Geographic Service Area Information

#### 1. Our organization can provide services to:

All local school districts/PSAs in Michigan: Yes ☒ No ☐

To only the following areas: (Please list the counties or local school districts/PSAs you are willing to serve)

\_\_\_\_\_  
\_\_\_\_\_

#### 2. Proposed Location of Services – Provide addresses for the locations where you plan to deliver SES services to students:

Site Location #1: 2592 Coplin, Detroit, Michigan 48215

Site Location #2: 13000 Essex, Detroit, Michigan 48215

Site Location #3: \_\_\_\_\_

**3. Transportation** – Provide information about accessibility to public transportation from your site:

Transportation is not provided. Parents and guardians  
have the responsibility of getting their children to and from  
the program.

**4. Indicate if you are willing to provide services to eligible students at the school site:**

Yes ☒ No ☐

### Section 3: Provider Academic/Instructional Program Information

**1. Subject Areas Covered** – List all subject areas you address in working with students:

Mathematics, Reading, Writing

**2. Grade Level Able to Serve** – Indicate the grade levels you are able to serve: 1st-8th

**3. Time of Services** – Indicate when you deliver services to students:

☐ Before School ☒ After School ☐ Weekends ☐ Summer ☐ Other \_\_\_\_\_

**4. Mode of Instructional Delivery** – Describe the methods by which your program delivers instruction to students:

☐ Individual Tutoring ☒ Small Group Instruction ☐ Large Group Instruction  
☐ Online Web-Based ☐ Other \_\_\_\_\_

**5. Schedule of Services** – Indicate the length of each tutoring session and number of sessions per week:

Length of Session 2 hours Number of Sessions per Week 3

**6. Staffing** – Indicate the type(s) of staff that provide instruction to students:

☒ Certified Teachers ☒ Paraprofessionals ☐ Volunteers ☐ Other \_\_\_\_\_

**7. Special Populations Served** – Indicate special populations you are able to serve:

☒ Special Education ☐ Limited English Proficient ☐ Other \_\_\_\_\_

### Section 4: Provider Fees

**Cost/Fee Structure** – Check and complete the cost/fee structure you use:

☒ \$ 60 per hour (unit of time, e.g., hour, week, etc.) per student.

☐ \$ \_\_\_\_\_ (flat fee) for \_\_\_\_\_ (unit of time, e.g., month, semester, year) per student.